


**INDIANA DIETITIAN CERTIFICATION BOARD:
BOARD PARTICIPATION BY ELECTRONIC MEANS**

Pursuant to Ind. Code § 5-14-1.5-3.6, the Indiana Dietitian Certification Board (hereafter, the "Board") adopts the following Policy regarding electronic participation by Board members during a Board meeting. This Policy was adopted by the board, by a vote of ~~10-0~~ 5-0 at its meeting of Dec 9, 2014, effective upon posting to the Board's website.

POLICY PROVISIONS

1. At least three (3) Board members must be physically present at the designated meeting site for the Board meeting.
2. Where multiple Board members request electronic participation for a Board meeting, and there is the possibility the Board may not have the required number of Board members physically present at the Board meeting site, the Board's Chair shall determine which Board members may attend the Board meeting via electronic means pursuant to this Policy.
3. A Board member is not required to obtain prior authorization to participate electronically under this Policy, except where the Chair determines that there might be insufficient Board members physically present at the Board meeting site.
4. A Board member wishing to attend a meeting via electronic means shall notify the Board Director no later than 48 hours before the scheduled start of the Board meeting.
5. A Board member participating via electronic means may do so by telephone, computer, video conferencing, or any other method of communication that allows for simultaneous communication and is capable of being recorded by members of the public present at the designated meeting site.
6. A Board member participating in a meeting via electronic means pursuant to this policy is not required to do so in a setting that is open to the public.
7. The Board Director is delegated the responsibility to supervise and coordinate electronic participation pursuant to this Policy by Board members.
8. Each Board member must physically attend at least one (1) Board meeting annually. Physical attendance must occur during the calendar year.

9. For a Board member appointed or designated after the beginning of a calendar year, the appointed or designated Board member must physically attend the next scheduled Board meeting after such appointment or designation, unless otherwise excused by the Chair.
10. A Board member participating via electronic means under this Policy is considered present at the Board meeting and may vote at the Board meeting on any matter.
11. A Board member participating via electronic means may cast the deciding vote on any matter properly before the Board.
12. Where at least one (1) Board member is participating via electronic means pursuant to this Policy, all votes of the Board will be taken by roll call.
13. This Policy does not create a right for the public to observe and record an executive session of the Board conducted pursuant to I.C. § 5-14-1.5-6.1, or any other applicable law.
14. This Policy shall remain in full force and effect unless amended by the Board in an open meeting.


Joann Burnett, CD, Chairman